



Request for City Council Committee Action from the Department of Public Works

Date: April 1, 2014

To: Honorable Kevin Reich, Chair Transportation & Public Works Committee

Subject: **Set Public Hearing: Subject matter of an ordinance amending Title 17, Chapter 434 of the Minneapolis Code of Ordinances relating to *Streets and Sidewalks to establish the West Broadway Improvement Special Service District*.**

Recommendation:

Set the public hearing to amend Title 17, Chapter 434 of the Minneapolis Code of Ordinances relating to *Streets and Sidewalks to establish the West Broadway Improvement Special Service District*. Public hearing to be held before the Transportation and Public Works Committee on April 29, 2014 and staff be directed to give notice of the public hearing.

Previous Directives: None

Department Information:

Prepared by: Andrew Carlson, Public Works Project Manager, 612-673-2836

Approved by: _____

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenter in Committee: Andrew Carlson, Public Works Project Manager

Reviews

- Permanent Review Committee (PRC): Approval _NA
- Civil Rights Approval Approval _NA
- Policy Review Group (PRG): Approval _NA

Financial Impact

- No financial impact

Community Impact

- Neighborhood Notification: Public hearing notices to be sent out.
- City Goals: The City's infrastructure will be well-maintained; streets will be destinations.
- Comprehensive Plan: consistent

Supporting Information

In fall 2012, the West Broadway Business and Area Coalition (WBC) Board of Directors convened a steering committee of local property and business owners to organize and promote the formation of a special service district. The steering committee members recommended that the district be self-managed to provide greater local control and accountability, and recommended the WBC as the management entity. Guided by the *Self-Managed Special Service District Policy*, the steering committee then worked with Public Works staff to begin the process of creating the district.

A Special Service District (SSD) allows property owners in a commercial district to collectively assess themselves each year to create a pool of funds. All of the funds are directed back to the District in the form of special amenities and enhanced services. Special amenities can include distinctive streetscape fixtures and street furniture. Enhanced services can include, but is not limited to, cleaning, snow removal, and maintenance of public spaces. These special amenities and enhanced services are over and above what the City ordinarily provides. Currently there are 13 active districts within Minneapolis.

The standards and procedures as set forth in Minnesota Statute 428A for the establishment of a new special service district have been met in order to proceed with the public hearing. At the April 29, 2014 public hearing, the Committee will be asked to adopt the ordinance establishing the district. Public Works staff will return to the Committee later this year to request approval of the management contract with the WBC, and to adopt the district's 2015 budget and operating plan. The attached map shows the geographic boundaries of the proposed Special Service District.